

# Office of the Assistant COO

## Mission

The mission of the Office of the Assistant Chief Operating Officer (ACOO) is to support the City's mission to provide a fiscally-sound, effective government that is responsive and dependable; a safe, well-maintained, and healthy environment; and abundant opportunities so residents and visitors can enjoy the highest quality of life.

## Description

Through the ACOO, the Office oversees the following departments: Administration, the Business Office, Human Resources, Information Technology, and Purchasing & Contracting. The Assistant Chief Operating Officer reports directly to the Chief Operating Officer.

The Office of the ACOO consists of the Assistant COO, an Executive Secretary, and a Program Manager.

BUDGET DEPARTMENT	POSITIONS	PERSONNEL		NON-PERSONNEL		TOTAL EXPENSE
			EXPENSE		EXPENSE	
Office of the Assistant COO	3.00	\$	505,293	\$	40,211	\$ 545,504
Administration	20.75	\$	2,092,356	\$	1,901,679	\$ 3,994,035
Business Office	9.25	\$	1,074,713	\$	672,417	\$ 1,747,130
Department of Information Technology	21.00	\$	2,423,123	\$	19,839,853	\$ 22,262,976
Human Resources	16.00	\$	1,879,118	\$	658,955	\$ 2,538,073
Purchasing & Contracting	62.00	\$	5,036,930	\$	23,365,094	\$ 28,402,024
	132.00	\$	13,011,533	\$	46,478,209	\$ 59,489,742

